

**JACKSON COUNTY WATER
AND SEWERAGE AUTHORITY**

**MEETING MINUTES
February 9, 2012**

Chairman Pugh called the meeting to order at 6:03 p.m. Members present included Chairman Randall Pugh, Vice Chairman Dave Ehrhardt, Board Member Shade Storey, Board Member Narasimhulu Neelagaru, M.D. and Board Member Dean Stringer. Also present: Manager Eric Klerk, Attorney Paul Smart, CIO/GIS Analyst Mike Johnson, Engineer Joey Leslie, Finance Director Judy Davis, Wastewater Manager Mark Dudziak, and Board Secretary Karen Johnson. Visitors included Angela Gary, Main Street News.

APPROVAL OF MINUTES

Member Neelagaru made a motion to approve the minutes of the December 8, 2011 board meeting and the February 2, 2012 work session.

Member Stringer seconded the motion. The motion carried with no objection and all board members present voting.

There was one correction on page two. DPDES should read NPDES.

NEW BUSINESS

City of Hoschton Operations Agreement Renewal

Chairman Pugh stated the first order of business is the Hoschton Operations Agreement Renewal. He said Mayor Denney attended the February 2nd work session requesting the Authority renew the contract. He stated Mayor Denney was extremely complimentary of the way the Authority handled the contract. Manager Klerk stated the contract is identical to the 2011 contract. Chairman Pugh said the Hoschton City Council has approved the agreement too.

Member Story made a motion to approve the renewal of the Hoschton Operations Agreement for 2012.

Vice Chairman Ehrhardt seconded the motion. The motion carried with no objection and all board members present voting.

Water Request on Old Savage Road

Chairman Pugh stated several residents came before the Board at the February 2nd work session to request water service for their neighborhood. He stated we are willing to work with them but they might have to share in some of the costs.

Manager Klerk revisited the presentation from the work session and he gave an overview of the additional alternatives.

Engineer Leslie presented costs on all the options.

Vice Chairman Ehrhardt asked if there were any SPLOST funds left and Chairman Pugh asked if we would finance this project out of our general fund. Manager Klerk said we would use our general fund. He stated SPLOST funds were never intended to be used for the Neighborhood Water Policy.

Chairman Pugh said the two decisions to be made are; do we want to run a line up Evans Drive and do we want to run an 8" line part of the way to accommodate for fire protection.

Member Story asked if the Authority ever put utilities on private property. Manger Klerk stated we never have before. He said there are issues with easements, survey costs, joint ownership, etc. Manger Klerk said his recommendation is not to do this and Member Story agreed.

At this time, the Authority recommends Option #1 which is running a 4" line down Old Savage Road and stopping at Evans Drive. The residents would be responsible for running their lines to the meters.

Chairman Pugh pointed out that whatever we do here will set a precedent for future projects.

Member Stringer expressed his preference for option two (fire protection added for the first 1000 feet to the base option) provided six residents sign up.

Member Stringer made a motion to run a four inch and eight inch line with six paid customers. The motion was not seconded.

Vice Chairman Ehrhardt made a motion to approve the base option which is running a four inch line on Old Savage Road to the split at Evans Drive, with a minimum of five paid customers and contingent upon approval from the Upper Oconee Basin Water Authority.

Member Neelagaru seconded the motion. The motion carried with four board members present voting yes and Member Stringer abstaining from the vote.

ARC Grant

Chairman Pugh stated a resolution needs to be signed and included with the formal application packet for the ARC grant. Manager Klerk said the complete application is due March 1st.

Member Neelagaru made a motion to approve the ARC Grant Resolution.

Member Story seconded the motion. The motion carried with no objection and all board members present voting.

Executive Session

Chairman Pugh said there was a need for an Executive Session regarding land acquisition and a personnel matter.

Member Story made a motion to go into executive session at 7:00 p.m.

Vice Chairman Ehrhardt seconded the motion. The motion carried with no objection with all board members present voting.

Vice Chairman Ehrhardt made a motion to come out of executive session at 7:26 p.m.

Member Neelagargu seconded the motion. The motion carried with no objection with all board members present voting.

Member Story made a motion that Manager Klerk's employment contract be extended to March 1, 2015.

Vice Chairman Ehrhardt seconded the motion. The motion carried with no objection with all board members present voting.

MANAGERS REPORT

SB 370

Water system water losses are now ensconced in State Law under the Water Stewardship Act requirements, also known as **SB 370**. Public water systems serving populations greater than 10,000 individuals are required to conduct a water audit to be submitted to the Georgia EPD. (Show worksheet). A lot of time and effort goes into the first report because a methodology must be established so that information may be gathered from a number of sources that include:

- Length of mains
- Number of active and inactive service connections
- Water sold to neighboring utilities
- Water sales
- Non-metered water use - like flushing
- Variable/pumping costs
- Various financial performance indicators including operating costs of the water system only which required breaking out, line by line, sewer system only expenses.

Part of the methodology going forward is creating a modified Chart of Accounts that includes a breakout of water and sewer expenses.

Once the water audit form is completed, the software will generate a data validity score, like 66/100, with recommended priority areas of attention (show last worksheet tab).

New Roof

The entire building has had a completely new roof installed at a total cost of \$54,000.00, \$46,000.00 under the approved 2012 budgeted amount.

New Phone System

Our new phone system is installed and operating. This came in right near the \$15,000.00 budgeted amount at \$14,482.00.

Joe Leslie

Joe has gotten the green light from Georgia EPD to review and approve local water and sewer extension projects in lieu of having to send plans and specs into Georgia EPD and wait on their schedule for approval. This greatly streamlines Authority projects as well as projects submitted by developers.

Toyota

Due to the planned expansion at the Toyota compressor plant in Valentine Industrial Park, Authority staff and I have a meeting to begin addressing water and sewer upgrades, relocation, and pre-treatment issues with the folks at Toyota this coming Monday afternoon.

Harris Lord Cemetery water line project is still proceeding forward. Two easements were necessary and have been obtained already. Georgia Power Agreements for entering their power line right-of-ways have been sent in, as well as the GDOT permit for Highway 441 and the Railroad Crossing. Hopefully we'll be ready to advertise for bids next month.

With there being no further business to discuss, the meeting was adjourned at 7:30 p.m.

Karen Johnson
Board Secretary